

12 May 1954

CONFIDENTIAL

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT : Field Trip - []

1. The Chief, SR Division, has asked that the Director authorize travel on an actual-expense basis for a survey team going to []. We have talked over the problems foreseen by this team in detail with Mr. [] Deputy Chief of SR, who will lead the team. It is our understanding that the \$11 per diem will be adequate so long as the team is based in military facilities and that Mr. [] intends to use military facilities whenever they are available, except in certain instances where it may better suit operational needs and their security considerations to occupy whatever facilities may be available commercially.

2. If the team is to make a really complete survey for operational purposes, it may well be necessary to visit places where no Government-owned facilities are available. It may become essential, therefore, for the team to utilize commercial facilities, and it is expected that the known costs will not only be far higher than the cost of comparable or better facilities in the United States but will far exceed the regular \$11 per diem. Under these circumstances it would not take long to build up costs which the normal Government employee could ill-afford to pay out of his personal resources.

3. On information presently available there is no indication that employees of other agencies are subjected to these precise circumstances and the resulting unusual expenses. Unless some relief is given it appears likely that it would not be possible to get employees to accept trips of this nature. If under these circumstances it is determined to be necessary to the proper functioning of this Agency to authorize travel on an actual-expense basis, there would be no legal objection to approval of this request by the Director of Central Intelligence. The justification should be documented as fully as may be practicable and the experience of other agencies should be made a record if available. The leader of the team is, of course, responsible for the minimum use of this authority if approved.

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